



Chicago Metropolitan Agency for Planning

233 South Wacker Drive
Suite 800
Chicago, Illinois 60606

312 454 0400
www.cmap.illinois.gov

MEMORANDUM

To: CMAP Board and Committees
From: CMAP Staff
Date: September 3, 2014
Re: Local Technical Assistance Program Update

The CMAP Board and committees receive regular updates on the projects being undertaken through the Local Technical Assistance (LTA) program, including those receiving staff assistance and grants. To date, 139 local projects have been initiated. Of these, 84 projects have been completed, 50 are fully underway, and 5 will get actively underway in the near future. Projects that appear in this document for the first time, or that were recently completed, are noted and highlighted in italics.

Further detail on LTA project status can be found on the attached project status table. Please note that to reduce the volume of material sent, the LTA Program Updates will continue updates to the “Completed Projects with Active Implementation” on a quarterly basis. The next implementation report with these updates will be sent in October.

ACTION REQUESTED: Discussion.

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Projects Currently Underway

Project	CMAP lead	Timeline	Assistance type	Status and notes
Algonquin-Carpentersville Fox River corridor plan	Brian Daly	May 2014-Aug. 2015	Staff assistance	Research and key person interviews for Existing Conditions Report are underway. Staff has begun to draft the ECR. The public kickoff was held in Algonquin on July 29. CMAP will host an outreach activity at Algonquin's "It's Our River Day" event.
Arlington Heights bicycle-pedestrian plan	John O'Neal	May 2014-Apr. 2015	Staff assistance	Draft of MetroQuest survey prepared for Village approval. Key stakeholders identified and interviews being scheduled. Bike ride (audit) also being scheduled. Work on ECR, including data collection and analysis, continues.
Barrington area bikeway feasibility study	Jack Pfingston	June 2014-June 2015	Consultant assistance	Initial meeting held August 6 with BACOG, NWMC, CMAP, Barrington, Barrington Hills, and South Barrington. First meeting of the Steering Committee will take place September 29.
Bensenville comprehensive plan (see website)	Sam Shenbaga	Mar. 2013-Oct. 2014	Staff assistance	Steering Committee meeting conducted on August 25. Plan to be presented to general public on September 11. Edits based on community and Steering Committee feedback to be incorporated after September 11.
Berwyn capital improvements plan	Bob Dean	Mar.-Oct. 2014	Staff assistance	Steering Committee met August 19 to review project scoring. The next meeting, scheduled for September 9, will address expected revenue levels and initial recommendations for projects to include in the five-year plan.
Berwyn parking study (see website)	Lindsay Bayley	Nov. 2013-Jan. 2015	Staff assistance	Staff continue to work on Existing Conditions Report.
Berwyn zoning revisions (see website)	Kristin Ihnchak	Jan. 2013-Feb. 2015	Staff and consultant assistance	CMAP staff is creating a first draft of the zoning ordinance based on the approved recommendations memo. Staff created a draft of the sign ordinance for separate review by the City/BDC. The sign ordinance is currently being reviewed by CMAP's legal counsel before submittal to the City.
Campton Hills zoning and subdivision regulations	Kristin Ihnchak	Jul. 2014-Oct. 2015	Consultant assistance	A kick-off meeting with staff was held on August 7. Camiros is scheduling stakeholder interviews to be held in September.

Carol Stream comprehensive plan (see website)	Nicole Woods	Feb. 2014-Apr. 2015	Staff assistance	CMAP staff reached out to additional businesses to gain their input on the Village's strengths, weaknesses, and opportunities. Staff also collected additional data and information for the existing conditions report. An initial draft of the report is anticipated to be completed in the fall.
Chicago Pilsen-Little Village neighborhood plan (see website)	Evy Zwiebach	Dec. 2013-Mar. 2015	Staff assistance	CMAP staff and DPD have been working to finalize existing conditions analysis. The Existing Conditions Report will be available online in early fall. CMAP and DPD have also been preparing for the next set of public workshops, which will focus on housing and are scheduled for the fall.
Chicago West Pullman neighborhood plan	Evy Zwiebach	July 2014-Aug. 2015	Consultant assistance	Finalists were interviewed, and consultant selection is in process. The project is expected to start in September or October.
Chicago Heights comprehensive plan (see website)	Kendra Smith	Apr. 2013-Nov. 2014	Staff assistance	Draft plan is underway. SCB is working on plan visualizations. Choice Neighborhood Application was submitted with Cook County, Housing Authority of Cook County, SSMMA and Chicago Heights on August 5.
Chinatown neighborhood plan (see website)	Stephen Ostrander	Apr. 2013-Oct. 2014	Staff assistance	Draft plan was reviewed by project Steering Committee, and comprehensively discussed at a committee meeting on August 28. Project team began tentative scheduling of open house at Pui Tak Center to present the draft plan's recommendations to the entire Chinatown community.
Cicero comprehensive plan	Jonathan Burch	Apr. 2014-June 2015	Consultant assistance	Existing conditions report underway. Consultant is currently conducting key stakeholder interviews.
Cook County consolidated plan (see website)	Jonathan Burch	Apr. 2013-Nov. 2014	Staff assistance	The data-oriented front half of the plan along with a recommendations memo was reviewed by the Bureau. Based on discussion and revisions, CMAP is drafting the back half of the plan.
Crete comprehensive plan	Jack Pfingston	May 2014-June 2015	Consultant assistance	Project still on hold as Crete has not yet filled the Village Administrator vacancy; Steering Committee will be assembled in September.
Crystal Lake transportation plan	Nora Beck	Mar. 2014-Feb. 2015	Staff assistance	CMAP is currently promoting an online interactive survey to gather more information about the transportation system in Crystal Lake. CMAP staff is currently interviewing key stakeholders and city staff as well as drafting an existing conditions report.
Dixmoor planning prioritization report	Jessica Gershman	Jan.-Oct. 2014	Staff assistance	Initial mapping and data collection complete and expert consultations are occurring to help verify the direction of the existing conditions report, which should be shared with the Village in September.
DuPage County / Addison Homes for a Changing Region project	Kendra Smith	Sept. 2013-Nov. 2014	Staff assistance	Municipal plans and draft subregional recommendations are underway.

DuPage County / Hanover Park Homes for a Changing Region project	Drew Williams-Clark	Sept. 2014-Aug. 2015	Consultant assistance	CMAP received proposals in response to an RFP that will allow the agency to contract with a consultant to complete a <i>Homes for a Changing Region</i> plan for Glendale Heights, Hanover Park, and West Chicago.
DuPage County sustainability plan	Louise Yeung	June 2014-July 2015	Staff assistance	Conducting existing conditions research and scheduling interviews with key stakeholders.
Elmwood Park zoning assessment	Kristin Ihnchak	Nov. 2014-Aug. 2015	Staff assistance	The project has been postponed until fall of 2014.
<i>Evanston bicycle plan</i>	<i>Jack Pfingston</i>	<i>June 2013-July 2014</i>	<i>Grant funds</i>	<i>Newly completed. Plan was adopted by City Council in August.</i>
Franklin Park industrial areas plan (see website)	Nicole Woods	Apr. 2013-Nov. 2014	Staff assistance	CMAP updated the draft plan based upon feedback from Village staff and presented the draft plan to the Steering Committee. Final outreach activities are planned for October. The plan is anticipated to be completed by late fall.
Harvard comprehensive plan	Liz Panella	May 2014-July 2015	Staff assistance	Currently scheduling interviews with key stakeholders. An agreement has been made with Valerie Kretchmer Associates to conduct a market study of the city.
Kane County health impact assessment	Stephen Ostrander	July 2014-Mar. 2015	Staff assistance	Draft scope was forwarded to Village of Carpentersville for its review. The project team (CMAP, Kane County, and Carpentersville) scheduled the kickoff meeting for the project on September 4, which will include a brief training by County staff on the health impact assessment (HIA) process, as well as an initial overview of the Carpentersville intersection that is the focus of the HIA.
Kane County transit plan implementation (see website)	Trevor Dick	July 2012-Oct. 2014	Staff assistance	CMAP staff is updating the draft report based upon County staff review. The next step is to distribute the report back to the County staff for their final review and then to the Steering Committee.
Kane County / Geneva Homes for a Changing Region project (see website)	Drew Williams-Clark	July 2013-Sept. 2014	Staff assistance	The final draft plan was reviewed by participating communities in August. Final presentations are anticipated in September.

Lake County Route 53/120 land use plan (see website)	Jason Navota	Nov. 2013- Dec. 2015	Staff and consultant assistance	The land use planning effort is underway. Project team is gathering and assessing data, generating hot and cool spot maps, meeting with corridor municipalities and other stakeholders, and drafting the Existing Conditions Assessment. Public participation effort is scheduled to begin in the fall. The IL Route 53/120 Corridor Plan Land Use Committee met on March 18, May 8, and July 21. Next meeting is anticipated for September.
Lake County sustainability plan (see website)	Kristin Ihnchak	Mar. 2012- Oct. 2014	Staff assistance	The document is being prepared for presentation to the Planning, Building, and Zoning Commission.
Lake County / Round Lake Homes for a Changing Region project	Stephen Ostrander	July 2014- June 2015	Staff assistance	Project team from CMAP, MPC, and Lake County Community Foundation scheduled all introductory meetings with each community (taking place on September 30 and October 1). CMAP staff continued gathering data and populating model for assessment of existing conditions.
Lan-Oak Park District master plan (see website)	Trevor Dick	Oct. 2013- Oct. 2014	Staff assistance	A Draft Master Plan has been submitted to Park District staff for review. Comments are due September 8. The Draft will then be sent to the Steering Committee for review and a meeting will be scheduled for the end of September. The Plan is expected to be adopted by the Board of Commissioners in October.
Lyons comprehensive plan (see website)	Sef Okoth	July 2013- Dec. 2014	Staff assistance	Draft plan chapters underwent internal review and are being updated to address comments received from CMAP staff.
Morton Grove industrial areas plan (see website)	Nicole Woods	Feb. 2012- Oct. 2014	Staff assistance	CMAP met with the Steering Committee to discuss public feedback on the plan to the Steering Committee. The committee approved the industrial areas plan and recommended it for adoption. The plan is expected to be adopted by the Board of Trustees in October.
North Aurora comprehensive plan	Jack Pfingston	Jan.-Dec. 2014	Consultant assistance	Existing Conditions draft expected in early September.
North Chicago comprehensive plan	Jake Seid	May 2014- Sept. 2015	Staff assistance	Project team held public kick-off meeting on August 12. MetroQuest site was live for the month of August to collect additional public comments. Stakeholder interviews and focus group meetings will be scheduled for September. Existing Conditions Report (ECR) will be prepared by project team in September and October. Kretchmer Associates will complete a targeted economic development assessment as part of the ECR.

Northwest Municipal Conference Des Plaines River trail access plan (see website)	Lindsay Bayley	May 2013-Sept. 2014	Consultant assistance	The NWMC Executive Board will vote on approval of the final plan at their next meeting, which will be September 10.
Olympia Fields subarea plan (see website)	Drew Williams-Clark	Apr. 2013-Nov. 2014	Consultant assistance	The Village Board voted to refer the final plan to the Planning and Zoning Commission for consideration as an amendment to the comprehensive plan.
Openlands local food policy	Jason Navota	Feb. 2013-Sept. 2014	Staff assistance	Scope of work for a Regional Food System Study is final, a potential funder for the study has been identified, and an application has been prepared and submitted by Openlands.
Oswego-Montgomery-Yorkville shared services study	Louise Yeung	May 2014-Mar. 2015	Staff assistance	Received and reviewing all responses to the RFP. Conducting interviews with key stakeholders across the region with shared services experience.
Park Forest active transportation plan	Lindsay Bayley	Mar. 2014-Nov. 2014	Staff assistance	Existing Conditions Report reviewed by Steering Committee. Edits underway. Public outreach event planned for Park Forest Art Fair on September 20.
Park Forest zoning revisions (see website)	Kristin Ihnchak	June 2013-Nov. 2014	Staff and consultant assistance	The revised recommendations memo has been approved by staff and the project team is moving forward with drafting the Unified Development Ordinance.
Pingree Grove comprehensive plan	Trevor Dick	Aug. 2014-Aug. 2015	Consultant Assistance	Preferred consultant has been selected. Project kick-off is tentatively scheduled for October.
Prospect Heights comprehensive plan	Jack Pfingston	Aug. 2013-Sept. 2014	Consultant assistance	Draft plan went before City Council August 25, with full adoption expected in September.
Richton Park comprehensive plan (see website)	Kendra Smith	Aug. 2012-Sept. 2014	Consultant assistance	Project Steering Committee reviewed draft plan August 7. Consultant and Village staff are preparing for a September 23 Open House and Plan Commission meeting.
Richton Park zoning revisions	TBD	Sept. 2014-June 2015	Consultant assistance	Following the completion of the comprehensive plan, the consulting firm will update Richton Park's zoning ordinance to be consistent with the newly adopted plan.
<i>Riverdale comprehensive plan</i>	<i>Erin Aleman</i>	<i>Nov. 2013-Aug. 2014</i>	<i>Consultant assistance</i>	<i>Newly completed. Plan was adopted in August.</i>

Rosemont comprehensive plan (see website)	Sam Shenbaga	Oct. 2013- Dec. 2014	Staff assistance	Recommendations memo submitted to staff and Steering Committee. Comments received and incorporated. CMAP staff working with transportation engineering firm on solutions to traffic congestion and bike-ped improvements. Draft recommendations from engineer expected in second week of September.
South Elgin zoning update	Jake Seid	Oct. 2014- May 2016	Staff assistance	Scoping is currently underway and should be completed in September.
SSMMA Calumet Green Manufacturing Partnership	Brian Daly	May 2014- Nov. 2014	Staff and consultant assistance	The Chicago Jobs Council (CJC) is completing Phase 1: Research and Best Practices.
SSMMA Complete Streets plan	Lindsay Bayley	July 2014- Aug. 2015	Staff assistance	Signed MOU received. Initial contacts to SSMMA communities for participation complete. Previous plan summaries and initial data collection underway.
Summit comprehensive plan (see website)	Nora Beck	Dec. 2013- Nov. 2014	Staff assistance	Given recent changes in Village administration as well as the basic findings of the existing conditions report, CMAP is restructuring this project to be a Planning Priorities Report with a completion date in fall.
UIC multimodal transportation plan (see website)	Lindsay Bayley	June 2013- Jan. 2015	Staff assistance	Final plan drafting underway. Infrastructure recommendations under review by CDOT staff.
Waukegan subarea plan (see website)	Stephen Ostrander	Oct. 2012- Oct. 2014	Staff assistance	CMAP staff met with City staff on August 5 and comprehensively discussed entire draft plan, and together began planning and preparation for September meetings with City planning commission to present draft plan.
West Suburban Chamber of Commerce and Industry cargo-oriented development plan	Evy Zwiebach	June 2014- June 2015	Staff assistance and small contract	Phase 1 of the project, an examination and prioritization of potential cargo-oriented development sites, is underway. CMAP staff will present Phase One findings to the project Steering Committee in late September. Phase Two, the ULI TAP, is scheduled for mid-November.
Westchester zoning ordinance	Kristin Ihnchak	Oct. 2014- Sept. 2015	Consultant assistance	Scoping underway. RFP released August 28.
Winthrop Harbor comprehensive plan	Sam Shenbaga	Sept. 2014- Sept. 2015	Staff assistance	Project to be initiated in mid-September.
Zion comprehensive plan	Nora Beck	Feb. 2014- Jan. 2015	Consultant assistance	Consultant is drafting a community assessment report to summarize the existing conditions in Zion. A public kick off meeting is scheduled for September 3.